

Alternative Response

Note: To create a CA/N Primary - Alternative Response, assignment to the case is needed.

Note: Alternative Response values at Access and Assessment are only available to designated Alternative Response counties.

Introduction:

Alternative responses allow child welfare agencies to intervene with families in more supportive ways, often by focusing on assessing families' strengths and needs and providing services. Investigations are still conducted for allegations of severe physical abuse and neglect and for sexual abuse.

Related Quick Reference Guides:

[Documenting ICWA](#)

[Initial Assessment – Primary](#)

[Initial Face-to-Face Contacts](#)

[Serious Incident \(Act 78\)](#)

Access

1. Alternative Response screening values become available once a CPS Access Report is identified as a 'Primary' CPS Report Type. The type is determined by the 'AM Relationship to Victim' value(s) on the Allegation tab of the Access Report. See the CPS Report Quick Reference Guide for more information.

The screenshot displays the eWiSACWIS UAT web application interface. The browser address bar shows the URL: <https://apps.dcf.wisconsin.gov/> - Access Report - Windows Internet Explorer. The application header includes the eWiSACWIS UAT logo and navigation links: Resource, TM, Print, Spell Check, and Help.

The main form is titled "Access Information" and contains the following fields:

- Report Name: May, Mom
- Worker: Bee, Worker
- Access Report Type: CPS Report
- Date and Time Report was Received: 10/13/2014 12:22
- AM/PM: ☒ AM ☐ PM
- R/T: ID: 8935932

Below the "Access Information" section are tabs for: Narrative, Participants, Allegation, Allegation Narr, Prior Involvement, and Decision. The "Allegation" tab is selected.

The "Allegations" section contains a table with the following data:

Alleged Victim	AM Relationship to Victim	A/N Code	Dt or Approx Dt of Alleged Mal	Resided in OHC	Fatality		
May, Kid	Biological Parent(s)	Physical Abuse Describe	10/09/2014	N	N	Edit	Delete

An "Insert" button is located below the table.

The "Allegation Details" section is expanded and contains the following fields:

- CPS Report Type: Primary (circled in red)
- ☒ Incident Location Same as Report Name
- C/O: [Empty field]
- Number: 123
- Address: Main St.
- Apt: [Empty field]
- WI City: [Empty field]
- City: Jefferson
- State: WI
- Zip: 53549
- Country: United States
- Phone: [Empty field]
- Ext: [Empty field]
- Work Phone: [Empty field]
- Ext: [Empty field]
- Cell Phone: [Empty field]

At the bottom of the form, there is an "Options" dropdown menu, a "Go" button, and "Save" and "Close" buttons.

2. Once the Access report is completed, the following drop-down values are available for selection for both the Worker Recommendation and Supervisor Decision, based on the Screening decision.

Screened Out: 'Screen Out- Ref to Comm. Services'

Supervisor Decision

Name: Bee, Worker ☐ Screen In ☒ Screen Out ☐ Pending

Date/Time Decision Made: 10/20/2014 10:45 ☒ AM ☐ PM

Response Time: N/A Reason: Screen Out - Ref to Comm. Services [Create/Link Case](#)

Explain:

[More...](#) [Less...](#) [Default](#)

Screen Out - Created In Error
Screen Out - Insuf. Info. to Identify or Locate
Screen Out - Mult. Ref. on Same Incident
Screen Out - No Threatened Harm or Maltreatment
Screen Out - No Threatened Harm or Maltreatment - Ref Other Services
Screen Out - No Threatened Harm or Maltreatment - Rule Viol
Screen Out - Non-Caregiver
Screen Out - Out-of-State Jurisdiction
Screen Out - Ref to Comm. Services

itions: [Close](#)

Screened In: 'Screen In- CA/N Primary- Alternative Response'

Supervisor Decision

Name: Bee, Worker ☒ Screen In ☐ Screen Out ☐ Pending

Date/Time Decision Made: 10/20/2014 10:45 ☒ AM ☐ PM

Response Time: Within 5 business days Reason: Screen In - CA/N Primary - Alternative Response [Create/Link Case](#)

Explain:

[More...](#) [Less...](#) [Default](#)

Screen In - CA/N Non-Caregiver
Screen In - CA/N Primary
Screen In - CA/N Primary - Alternative Response
Screen In - CA/N Secondary
Screen In - Independent Investigation

Assessment

Note: To enter an Alternative Response Assessment, the Access report must have been screened in with a final, approved decision Reason of 'CA/N Primary - Alternative Response'.

1. First, complete steps for entering information on the Assessment tabs. See the Initial Assessment – Primary Quick Reference Guide for more information.
2. Click on the Basic tab to access the IA Primary page. Select 'IA Primary' on the Options drop-down and click Go to open the page.

The screenshot shows the eWiSACWIS UAT web application interface. The browser address bar displays the URL: <https://apps.dcf.wisconsin.gov/?sarid=0.5250993092814367>. The page title is "Assessment - Windows Internet Explorer".

The application header includes the eWiSACWIS UAT logo and navigation links: Resource, TM, Print, Spell Check, and Help.

The main content area is divided into two tabs: "Assessment" and "Report". The "Assessment" tab is active, showing the following information:

- Name: May, Mom
- Assessment ID: 8331836
- Status: Open
- Response Time: Within 5 business days
- Date: 10/13/2014

The "Basic" tab is selected, displaying the following sections:

- Case Name Information**
 - C/O:
 - Street #: 123 Street: Main St. Apt.:
 - City: Jefferson State: WI Zip: 53549 Country: United States
 - Phone: Ext.: Alt. Phone: Alt. Ext.:
 - Fax:
 - Language Preference: English
- Living Arrangement of the Child(ren)**
 - Living Arrangement of the Child(ren): Married two parent household, with two biological/adoptive parents
- Family Characteristics/Conditions**
 - Family Characteristics/Conditions: None Observed
 - Family Characteristics/Conditions:
 - Family Characteristics/Conditions:

The "Options" dropdown menu is open, showing the following options:

- Assessment
- Clinical
- IA Primary (selected)
- Switch Assessment Type
- Actuarial
- IA Narrative
- Family RA Future A/N
- Strengths and Needs
- Actions
- Extension

The "Go" button is visible next to the "Options" dropdown. The "Save" and "Close" buttons are also present.

3. When first opened, the Assessment Type will default to the 'Traditional View'.

The screenshot shows the 'Initial Assessment-Primary -- Webpage Dialog' window. The title bar includes the eWiSACWIS UAT logo and navigation icons for Resource, TM, Print, Spell Check, and Help. The 'Case Information' section displays 'Case Name: May, Mom', 'Case ID: 8380051', 'Referral Date: 10/13/2014', and 'Assessment Type: Traditional'. A red arrow points to the 'Assessment Type' dropdown menu. Below this, there are tabs for 'Part. Info', 'Maltreatment', 'ChildFunctng', 'AdultFunctng', 'ParentalPractic', and 'Summary'. The 'Child Information' section has fields for 'Child Name' and 'DOB', with an 'Add/Edit' button. The 'Parent Information' section has fields for 'Parental Role Name' and 'DOB', also with an 'Add/Edit' button. At the bottom, there is an 'Options:' dropdown, a 'Go' button, and 'Save' and 'Close' buttons.

4. To change the type, select 'Alternative' for the Assessment Type.

This screenshot is identical to the one above, showing the 'Initial Assessment-Primary -- Webpage Dialog' window. The 'Assessment Type' dropdown is still set to 'Traditional'. A red arrow points to the dropdown menu, indicating the location where the user would select 'Alternative' to change the type.

5. When 'Alternative' is selected for the Assessment Type, the page refreshes and the Maltreatment tab are removed. A new tab, Presenting Issue, is added. Select the appropriate answers for the Safety Assessment group box. Enter information regarding the Presenting CPS Issue narrative.

Initial Assessment-Primary -- Webpage Dialog

eWiSACWIS UAT

Resource TM Print Spell Check REC Help ?

Case Information

Case Name: May, Mom Case ID: 8380051 Referral Date: 10/13/2014 Assessment Type: **Alternative** ☐ IA Completed

Part. Info **Presenting Issues** ChildFncng AdultEncng ParentalPracces Summary

Safety Assessment

One or both parents/caregivers intend(ed) to seriously hurt the child. [Details](#) ☒ Yes ☐ No

Living arrangements seriously endanger the child's physical health. [Details](#) ☐ Yes ☐ No

Presenting CPS Issue

1. Describe the presenting CPS Issue, Family Strengths and Needs:

Describe the issues occurring in the family that have brought them to the attention of CPS. Describe both strengths and needs identified in the family.

[More...](#) [Less...](#) [Default](#)

Save **Close**

6. Enter information for the remaining tabs, noting the following:

- **Part. Info. Tab:** displays are the same for both Alternative and Traditional views.
- **ChildFncng Tab:** displays are the same for both Alternative and Traditional views.
- **AdultFncng Tab:** displays are the same for both Alternative and Traditional views.
- **ParentalPractices Tab:** displays are the same for both Alternative and Traditional views.
- **Summary Tab:** See the following page.

See the Initial Assessment – Primary Quick Reference Guide for more information on these tabs

Initial Assessment-Primary -- Webpage Dialog

eWiSACWIS UAT

Resource TM Print Spell Check Help

Case Information

Case Name: May, Mom Case ID: 8380051 Referral Date: 10/13/2014 Assessment Type: **Alternative** ☐ IA Completed

Part. Info **Presenting Issues** **ChildFncng** **AdultFncng** **ParentalPractices** **Summary**

Safety Assessment

The child is profoundly fearful of the home situation or people within the home. [Details](#) ☐ Yes ☐ No

Child Functioning

Child Name: May, Kid

Describe the child's general functioning and effects of any maltreatment.

Row 1 of 1

[More...](#) [Less...](#) [Default](#)

Save **Close**

7. **Summary Tab:** The summary displays for both 'Alternative' and 'Traditional' views. Complete the appropriate Case Disposition.

The Summary tab also contains a Correspondence documentation group box for a Mandated Reporter or Relative Reporter. Enter the appropriate information.

Note: These templates are available under the Options drop-down of the Assessment page.

The screenshot shows the 'Initial Assessment-Primary -- Webpage Dialog' window for the 'eWiSACWIS UAT' system. The 'Case Information' section at the top displays 'Case Name: May, Mom', 'Case ID: 8380051', 'Referral Date: 10/13/2014', and 'Assessment Type: Alternative' (selected from a dropdown). A checkbox for 'IA Completed' is present. Below this is a tabbed interface with 'Part. Info', 'Presenting Issues', 'ChildFunctng', 'AdultFunctng', 'ParentalPractices', and 'Summary' (selected). The 'Summary' tab contains three main sections: 'Closing Summary' with a text area for 'Closing Summary/Supervisor Comments' and links for 'More...', 'Less...', and 'Default'; 'Case Disposition' with radio buttons for 'Case Closed' and 'Case Opened', each followed by a 'Reason' dropdown menu; and 'Correspondence' with sub-sections for 'Mandated Reporter' and 'Relative Reporter', each containing a 'Not applicable' checkbox and a 'Date' input field (the first is pre-filled with '00/00/0000'). 'Save' and 'Close' buttons are at the bottom right.

8. Return to the Part. Info tab, and select 'Safety Assessment, Analysis and Plan' on the Options drop-down. Click Go to open and complete the Safety Assessment, Analysis and Plan. See Safety Assessment, Analysis and Plan – Part. Info (Participant Information) Tab section of the Initial Assessment- Primary Quick Reference Guide for more information.

- Next, print the Alternative Response Assessment by selecting it from Options drop-down of the Part. Info tab.

Initial Assessment-Primary -- Webpage Dialog

eWiSACWIS UAT

Resource TM Print Spell Check Help

Case Information

Case Name: May, Mom Case ID: 8380051 Referral Date: 10/13/2014 Assessment Type: **Alternative** ☐ IA Completed

Part. Info | Presenting Issues | ChildFncng | AdultFncng | ParentalPractices | Summary

Child Information

Child Name	DOB
May, Kid	02/02/2002

Add/Edit

Parent Information

Parental Role Name	DOB
May, Dad	07/07/1974
May, Mom	10/10/1980

Add/Edit

Options: **Alternative Response Assessment** Go Save Close

Action
Safety Assessment, Analysis and Plan
Text
Alternative Response Assessment

Alternative Response Assessment

Case Name Mom May	Case Number 8380051
Referral Date 10/13/2014	Date Worker Assigned 10/20/2014

CHILD INFORMATION

Child Name May, Kid	Birthdate 02/02/2002
-------------------------------	--------------------------------

PARENT INFORMATION

Parental Role Name May, Dad	Birthdate 07/07/1974
May, Mom	10/10/1980

I. CONTACT

Document the interview protocol, contacts, and meetings related to the completion of the initial assessment.

First Contact

Date – First face-to-face contact with family member 	Time – First face-to-face contact with family member
---	---

Contacts (Include first contact listed above)

Date / Time	Participant	Note Type	Location	Result	Case Note ID
					

II. NARRATIVE FIELDS

Describe the Presenting CPS Issue, Family Strengths and Needs

Describe the issues occurring in the family that have brought them to the attention of CPS. Describe both the strengths and needs identified in the family.

10. Once the 'Alternative' Response is completed, check the IA Completed checkbox. Click Save. Click Close to return to the Initial Assessment.

Initial Assessment-Primary -- Webpage Dialog

eWiSACWIS UAT

Resource TM Print Spell Check ABC ✓ Help ?

Case Information

Case Name: May, Mom Case ID: 8380051 Referral Date: 10/13/2014 Assessment Type: Alternative ☒ IA Completed

Part. Info Presenting Issues ChildFunctg AdultFunctg ParentalPractices Summary

Switching between types: 'Traditional' and 'Alternative'

11. Switching between types will change the location of some information.
For instance:

Switching from 'Traditional' 'Alternative'-

- Text entered into the Family Support Network field is moved to the end of the Presenting CPS Issue narrative field.
- The Family Support Network group box on the Summary tab will become hidden.

Switching from 'Alternative' to 'Traditional'-

- Text entered on the Presenting Information narrative field is moved to the Family Support Network field.

Additionally, if an Alternative county starts an IA Primary and has selected 'Alternative' as the Assessment Type and a worker from a non-Alternative county opens the pending IA Primary, the page will initially open in view-only. A message immediately displays warning that making a change to the page will switch the type of IA Primary from an 'Alternative' to a 'Traditional' response. If 'Yes' is selected on the message, the IA Primary switches to 'Traditional' and 'Alternative' information copies into the narrative fields as described above. If 'No' is selected, the message closes and the IA Primary will remain 'Alternative' and disabled for the non-Alternative county.

Completing the Assessment

Please note the following differences when returning to the associated IA Primary page when the Assessment Type is 'Alternative'.

Allegations tab

https://appsa.dcf.wisconsin.gov/ - Assessment - Windows Internet Explorer

eWiSACWIS UAT

Resource TM Print Spell Check Help

Assessment
Name: May, Mom Assessment ID: 8331836 Status: Open

Report
Response Time: Within 5 business days Date: 10/13/2014

Participants Basic **Allegations** Contacts Results

Allegations

Report ID	Alleged Victim	A/N Code	Determination	Dt or Approx Dt of Alleged Mal	Resided in OHC	Medical	Fatality
8935932	Kid May	Physical Abuse Describe	Services Not Needed	10/09/2014	N	N	N

Insert

Maltreater(s)

Alleged Maltreater	Relationship to Victim	Determination
Alt Response - No Maltreater	Biological Parent(s)	AR - Non Victim
Alt Response - No Maltreater	Biological Parent(s)	AR - Non Victim

Delete Insert

☐ Independent Investigation County of Origination: Is the alleged victim(s) in Agency legal and/or physical custody

Save Close

- Alternative Response assessments require a determination value of 'Services Needed' or 'Services Not Needed.' As a result, maltreatment determination values of 'substantiated' or 'unsubstantiated' have been removed.
- The Maltreaters(s) group box becomes disabled. Alternative Response assessments will not allow workers to select an Alleged Maltreater. As a result, the system will not require that an Alleged Maltreater, Relationship to Victim, and Determination be recorded.

Allegation (Assessment) page

Allegation (Assessment) -- Webpage Dialog

eWiSACWIS UAT Print Spell Check Help

Allegation

Alleged Victim: Kid May

Abuse/Neglect Code: Physical Abuse

Description: Bruising

Determination: Services Not Needed

Date or Approximate Date of Alleged Maltreatment:

Alleged Victim received medical treatment as a result of this alleged maltreatment:

Alleged Maltreatment occurred while the child's residence was an OHC placement:

Services Not Needed

Pending

Services Needed

Services Not Needed

☐ Yes ☒ No ☐ Unknown

☐ Yes ☒ No

Serious Incident: [Details](#)

☐ Death / Alleged maltreatment [Details](#)

☐ Death / Alleged suicide OHC

☐ Serious injury [Details](#)

☐ Egregious incident [Details](#)

[DCF memo 2010-01](#) [Act 78](#)

[Save](#) [Close](#)

- The values for the Determination drop-down field on the Allegations tab now display the following values for selection: Pending, Services Needed, Services Not Needed.

Results tab

The screenshot shows the eWiSACWIS UAT web application in a Windows Internet Explorer browser window. The address bar displays <https://apps.dcf.wisconsin.gov/> - Assessment - Windows Internet Explorer. The application header includes the eWiSACWIS UAT logo and navigation links: Resource, TM, Print, Spell Check, and Help.

The main content area is divided into two tabs: **Assessment** and **Report**. The **Assessment** tab is active, showing the following information:

- Name: May, Mom
- Assessment ID: 8331836
- Status: Open

The **Report** tab shows:

- Response Time: Within 5 business days
- Date: 10/13/2014

Below the tabs is a navigation bar with the following links: **Participants**, **Basic**, **Allegations**, **Contacts**, and **Results**. The **Results** tab is selected, displaying the following sections:

- Assessment Results**: Result: **Services Not Needed** (indicated by a red arrow).
- Disposition**: (Empty field).
- Family RA Future A/N**: Abuse Score, Neglect Score, Risk Level.
- Safety Assessment**: Safety Decision.
- Strengths and Needs**: Needs Level.
- Initial Face-to-Face Contact Information**: Initial Face-to-Face Must Occur By: 10/20/2014 12:22 AM, [CPS Report 8935932](#), [Create Initial Face-to-Face Contact Note](#).
- Birth to Three Referral Information**: Alleged Victim, DOB, **Referred**.

At the bottom of the page, there is an **Options:** dropdown menu, a **Go** button, and **Save** and **Close** buttons. The browser status bar shows 100% zoom.

- If any determination of ‘Services Needed’ is made for an allegation, then the overall Result of the Assessment will be ‘Services Needed.’ If the only determination for the assessment is ‘Services Not Needed,’ the overall Result will be ‘Services Not Needed.’ The Result will display in the Assessment Results field of the Results tab and to the right of the Assessment icon on the outliner.

[May, Mom \(8380051 \)](#) [Actions](#)
 CPS Family - Initial Assessment 10/20/2014 Bee, Worker Jefferson - Jefferson 123 Main St. ,
 Jefferson, WI 53549
 Access Reports
 Assessment
[Assessment Services Not Needed 10/20/2014](#)
[Initial Assessment-Primary-Alternative Response 10/20/2014](#)
[Safety Assessment, Analysis and Plan \(IAP\)](#)

Sending the Completed Assessment for Approval

12. From the Participants tab, select 'Approval' from the Options drop-down and click Go.

The screenshot shows the eWiSACWIS UAT web application interface. At the top, the URL is <https://apps.dcf.wisconsin.gov/> - Assessment - Windows Internet Explorer. The page has a navigation bar with tabs: Participants, Basic, Allegations, Contacts, and Results. The 'Participants' tab is active. Below the tabs, there's a section titled 'Assessment Participants' with a table listing participants. The table has columns: Name, Gender, DOB, Race, Roles, and Edit Roles. The participants listed are Dad May, Ashland Teacher, Kid May, and Mom May. Below the table, there's a 'Create/View ICWA Record' link and an 'Insert' button. At the bottom, there's an 'Options' dropdown menu with 'Approval' selected, a 'Go' button, and a 'Save' button. A 'Close' button is also visible.

Name	Gender	DOB	Race	Roles	Edit Roles
Dad May	Male	07/07/1974	White	HM-PR	Roles
Ashland Teacher			Black/African American	RP	Roles
Kid May		02/02/2002	White	AV-HM	Roles
Mom May	Female	10/10/1980	White	HM-PR-RN	Roles

13. The following message will display as a reminder to complete the Screening tab of the ICWA Record. Click Close to close the message.

The screenshot shows a 'Webpage Dialog' box titled 'eWiSACWIS -- Webpage Dialog'. The message inside reads: 'Please complete the questions on the Screening tab of the ICWA Record and launch the Screening for Child's Status as Indian document.' Below the message is a 'Close' button.

14. If the ICWA Screening tab has been completed, proceed to the next step, otherwise, to create or view an ICWA record for a child, click the [Create/View ICWA Record](#) hyperlink at the lower left of the Participants tab on the Assessment page. For more information regarding completing the ICWA Record, see the Documenting ICWA Quick Reference Guide.

15. On the Approval History page, select the Approve radio button and click Continue to return to the Assessment page. Click Save to send the assessment for supervisory approval.